

**MINNESOTA STATE COLLEGES AND UNIVERSITIES  
BOARD OF TRUSTEES  
HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
November 17, 2009**

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*Human Resources Committee Members Present: Ruth Grendahl, Chair; Cheryl Dickson; Jacob Englund; Christopher Frederick; David Paskach; Christine Rice; Scott Thiss*

*Human Resources Committee Members Absent: David Olson*

*Other Board Members Present: Duane Benson, Dan McElroy, Tom Renier, James Van Houten*

*Leadership Council Committee Members Present: Lori Lamb, Vice Chancellor for Human Resources, and Earl Potter, President, St. Cloud State University*

The Minnesota State Colleges and Universities Human Resources Committee held its committee meeting on Tuesday, November 17, 2009, at Wells Fargo Place, 4<sup>th</sup> Floor, Board Room, 30 Seventh Street East, in St. Paul. Chair Grendahl called the meeting to order at 11:00 a.m.

**1. MINUTES OF SEPTEMBER 8, 2009**

*Chair Grendahl called for the motion to approve the minutes of the Human Resources Committee meeting on September 8, 2009. The minutes were moved, seconded and passed without dissent.*

**2. HUMAN RESOURCES UPDATE**

- Vice Chancellor Lamb reported that the human resources strategic planning efforts are in progress and expected to conclude in June 2010.
- Planning for the Labor Relations Summit is underway, which is scheduled on December 17-18, 2009, at St. Cloud State University. Its purpose will be to assist in the development of effective, long-term labor relations strategies for future bargaining.
- A comprehensive review of the presidential evaluation process is in progress, and a report will be presented at a future board meeting.
- The Human Resources Fall Conference was held at St. Cloud State University on September 28-30, 2009, bringing together human resources professionals from around the system. Vice Chancellor Lamb acknowledged Chair Grendahl's attendance at the conference. Recipients of this year's annual Human Resources All Star awards were Liz Newberry from Inver Hills Community College; Wendy Schuller from Minnesota State University, Mankato; and a large group award was presented to 30 individuals who contributed to the development of a human resources online help system that includes process flow charts and other documentation.
- In the past, the demographic report has been presented at this time; however, given the conversations among the trustees at last month's retreat, we wish to make a more thorough analysis of the report and present it at a later date.

**3. LUOMA LEADERSHIP ACADEMY UPDATE**

Anita Rios provided a brief overview of the Luoma Leadership Academy that included demographic and return on investment information since its first cohort (November 2004). She introduced three individuals who gave personal testimonials about their participation in the program. They were Michael Amick, Dean of Academic and Technology Services, Central Lakes College; Trish Schrom, Academic Dean, Minnesota State Community and Technical College-Moorhead; and Sherrise Truesdale-Moor, Associate Professor, Sociology and Corrections, Minnesota State University, Mankato.

**4. PRESIDENTIAL AND CABINET DEVELOPMENT**

Vice Chancellor Lamb discussed a proposed executive development plan, which has been supported by Chancellor McCormick and included the following topics:

- Individual development plans
- Assessments
- Executive coaching
- Annual retreat for Leadership Council
- Onboarding for new presidents

Trustee Van Houten commented about faculty contracts being potential barriers to hiring and retaining administrators. Vice Chancellor Lamb replied that this will be included in discussions at the upcoming Labor Relations Summit.

**5. SEARCH UPDATES**

Currently, there are six executive leadership openings in the system:

- President of Bemidji State University and Northwest Technical College
- President of Inver Hills Community College
- President of Lake Superior College
- President of North Hennepin Community College
- Vice Chancellor for Information Technology/Chief Information Officer
- Executive Director for Internal Auditing

It is anticipated that recommendations for appointment will be made at the following board meetings in 2010:

- January – Vice Chancellor for Information Technology/Chief Information Officer
- March – Presidents at Inver Hills Community College and North Hennepin Community College
- April – Presidents at Lake Superior College and Bemidji State University

Trustee Van Houten asked to receive more information about the search processes and criteria used for selection of system executives. Vice Chancellor Lamb will confer with the search consultants to bring back more information to the trustees.

Continuing on the topic of searches, Vice Chancellor Lamb commented that the Board will be engaged very soon in the upcoming chancellor search, and it will be important to begin the conversation about what to look for in the next chancellor. The current draft timeline indicates that beginning in May, 2010, the vacancy notice is scheduled to be released; and shortly thereafter, a search committee chair will be selected, and the composition of a search committee will be decided.

**6. LEGISLATIVE AUDIT FINDINGS AND FOLLOW-UP**

Vice Chancellor Lamb reported on the progress related to the audit findings in the human resources areas. Areas cited for improvement are being addressed, and ongoing efforts will continue.

Meeting adjourned at 12:10 p.m.

Submitted by,  
Vicki Schoenbeck, Recorder